



MINUTES

Wednesday, August 10, 2005

8:30 a.m. – 10:30 a.m.

Missouri Department of Transportation, Creek Trail Drive

The August 10, 2005 meeting was called to order at 8:30 a.m. by Co-Chair Micki Knudsen.

Agenda Items

State Library Resources – Cindy Bassett, Missouri State Library*

Cindy gave an overview of the information resources available to state employees through the Missouri State Library Reference Services Division. Cindy would like a contact person in each agency to fill out the survey, which she handed out. She supplied everyone with brochures to send out to their employees or to put into their new employee orientation packets. Cindy stated that she sets up training sessions with whoever contacts her to fill their specific needs. Micki suggested trying to get some people out of each agency to go to a session.

Action Item 1 for SHRMC Participants: Please let Micki Knudsen know by September 9 whether you approve of being the contact for your agency to distribute the survey Cindy Bassett discussed at the meeting. You would be the primary contact for distribution of the survey to employees in your agency. Cindy will work with you on an individual basis to determine a distribution plan specific to your agency.

Action Item 2 for SHRMC Participants: Please forward to Micki Knudsen by September 23, the names of any employees in your agency that are interested in attending a general training session on the State Library Resources available. The names will be forwarded to Cindy Bassett, who can then arrange for a general training session for a cross section of state employees.

GreatHires.org – Mike Waltman, DED, Division of Workforce Development*

Mike provided a presentation on GreatHires.org, which replaces the MoWorks website. He asked that state agencies provide him with feedback on the new website. All agencies are encouraged to use the website. Agencies are also encouraged to provide feedback on how the site can be improved for the benefit of job seekers and employers.

Annual Leave Sweep – Micki Knudsen, MoDOT

Micki met with MoDOT's Senior Management Team (SMT) in July. She related to them the feedback from other state agencies regarding changing the Annual Leave Sweep date. The SMT asked Micki to pursue changing the date. MoDOT will plan to request time on an upcoming PAB agenda to seek consideration of a proposed change in the rule.

SAM II Update – Jan Heckemeyer, Office of Administration

Jan stated there are three vendors coming to demonstrate Financial and HR software to determine if we want to upgrade to the next version of the CGI-AMS Advantage software or go out for bids to replace SAM II. The names and dates for these three vendor demos are SAP, September 7; PeopleSoft, September 12; and CGI-AMS, September 20. From 8:00 a.m. to 12:00 p.m. will be the Financial portion and from 1:00 p.m. to 5:00 p.m. will consist of the HR/Payroll portion. On August 23, Jan sent out a schedule with specific times, locations, and who the vendors are. She plans to send out software product information from the vendors before the sessions. OA gave the vendors specific information so they can tailor their presentation to our needs. After attending the sessions, Jan would like feedback from everyone. The target date for the upgrade/replacement depends on if OA goes out for bids (likely an FY '08 budget request) or upgrades with CGI-AMS (likely an FY '07 budget request).

OA Update – Gary Fogelbach, Office of Administration

A letter will be going out to impacted agencies regarding the overtime law with an interpretation of the law. There may also be proposed changes to clarify the language in the statute in the upcoming legislative session. A question was asked if the rumors were true regarding flextime and the dress code. It was acknowledged that a dress code was being discussed, but had not been distributed. Shortly after the SHRMC meeting, OA issued a dress code policy for OA employees. Other agencies have done so as well; however, to date this appears to be an issue that is being handled on an agency specific basis. Gary was not aware of any discussion regarding flextime.

Next SHRMC Meeting: September 14, 2005, 8:30 a.m.

Location: MoDOT, 1320 Creek Trail Drive, Conference Room I-70

Meeting adjourned.

***THE HANDOUTS AND PRESENTATIONS FOR THESE TOPICS ARE BELOW.**